

SECRET



18 MAY 1979

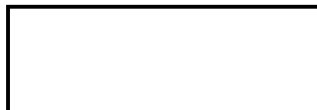
MEMORANDUM FOR: Deputy Director for Operations

FROM : Clifford D. May, Jr.
Acting Deputy Director for Administration

SUBJECT : Handwritten Corrections on Headquarters
Originated Cables and Telepouches

1. The results of the April survey on handwritten corrections to cables and telepouches are attached. They are most heartening! Corrections in your Directorate were reduced from 68.7% in the January survey to 39.8% in the April survey. Headquarters Signal Center also noted an improvement in traffic processing time: consequently we have all benefited.

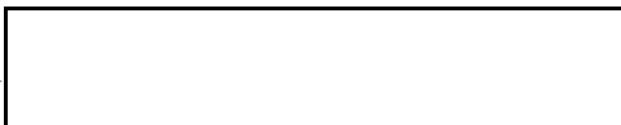
2. There is still room for improvement and I know that I have your support in reducing handwritten corrections even further. Another survey will be conducted in June and hopefully, the downward trend will continue.



Clifford D. May, Jr.

Attachment:
As stated

ORIGINATOR:



Director of Communications

Distribution:

- Orig. - Addressee w/att
- ② - DDA w/att Chrono. Subject
- 1 - Return to D/CO w/att

**AUTOMATICALLY UNCLASSIFIED WHEN
SEPARATED FROM ATTACHMENT.**

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DIRECTORATE DDO

DIVISION or STAFF	MESSAGES/ TELEPOUCHES PROCESSED	MESSAGES/TELEPOUCHES WITH HANDWRITTEN CORRECTIONS	JANUARY PERCENTAGE	TEXTUAL CORRECTIONS	ORIGINATION/ DISSEMINATION CORRECTIONS	TEXTUAL AND ORIG/DISSEM CORRECTIONS
EUR	493	206 or 41.8%	69.9%	26 or 5.2%	144 or 29.2%	36 or 7.3%
EA	257	92 or 35.8%	58.6%	15 or 5.8%	61 or 23.8%	16 or 6.2%
NE	250	85 or 34.0%	52.3%	12 or 4.8%	59 or 23.6%	14 or 5.6%
AF	206	123 or 59.7%	79.6%	20 or 9.7%	76 or 36.9%	27 or 13.1%
LA	202	48 or 23.8%	75.2%	5 or 2.5%	38 or 18.8%	5 or 2.5%
FR	166	84 or 50.6%	73.8%	7 or 4.2%	62 or 37.4%	15 or 9.0%
SE	100	27 or 27.0%	78.2%	8 or 8.0%	13 or 13.0%	6 or 6.0%
PCS	60	19 or 31.6%	80.8%	2 or 3.3%	15 or 25.0%	2 or 3.3%
SCO	48	22 or 45.8%	80.3%	11 or 22.9%	6 or 12.5%	5 or 10.4%
DDO	20	13 or 65.0%	46.2%	2 or 10.0%	9 or 45.0%	2 or 10.0%
IAD	9	4 or 44.4%	100.0%	3 or 33.3%	1 or 11.1%	0
CI	7	0	30.0%			
CCS	2	0	None surveyed			
PMG	<u>1</u>	<u>1 or 100%</u>	None surveyed		<u>1 or 100%</u>	
TOTALS:	1821	724 or 39.8%	68.7%	111 or 6.1%	485 or 26.7%	128 or 7.0%

25X1

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ATTACHMENT